

# GRANT COUNTY FIRE DISTRICT #3

1201 CENTRAL AVENUE S • P.O. BOX 565 • QUINCY, WA 98848

P: (509)787-2713 | WWW.GCFD3.NET

COMMISSIONERS: CARL YEATES, RANDY ZOLMAN, KEVEN CHILD

DISTRICT SECRETARY: APRIL STUCKY

## Commissioner Meeting

### April 10, 2024

The regular scheduled meeting of the Grant County Fire District #3 Commissioners was called to order by Chairman Child on April 10, 2024 – 9:30 a.m., at the District's Main Station.

Present: Commissioner Child, Commissioner Yeates, Commissioner Zolman, Deputy Chief Durfee and District Secretary Stucky.

Board of Trustee: Absent

Staff: Assistant Chief Talley, Carmen Weber

Liaison: None

Public: None

### PRESENTATIONS/AUDIENCE

None.

### APPROVAL OF AGENDA/CONSENT AGENDA ITEMS

Presented to the Board was the agenda/consent agenda items for the April 10, 2024 commissioner meeting. Chairman Child requested an executive session pursuant to RCW 42.30.110 (G) to review the performance of an employee be added to the agenda. As the Board had no additional discussion/changes/correction, (agenda/consent agenda items) it was **moved/seconded (RZ/CY/all concurring) to approve the consent agenda/agenda.** Motion carried.

### CONSENT AGENDA ITEMS

#### MINUTES:

With the Board having no comments/changes, etc. to the minutes from the Regular Commissioner meeting of March 13, 2024 the minutes were approved. **(consent agenda)**

#### BOARD OF TRUSTEES:

The Board reviewed and approved the invoices submitted. Representative Rios will review the invoices later today. District Secretary Stucky will forward all the documents to BVFF after his approval.



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## **City Report:**

Report Stands as Submitted.

## **Trinidad/Crescent Bar St. #37:**

Deputy Chief Durfee informed the Board that it was discovered that no speaker wire was included in the design plans. With this, Deputy Chief Durfee met with the contractor and then determined where the wire will be installed (additional cost), with a minimal one- week delay for the sheet rocking of the building.

## **Deputy Chief of Operations:**

Report Stands as Submitted.

Deputy Chief Durfee informed the Board that the Chiefs have been in communication regarding the 40' container with the City of George and the project is in the permitting stage.

## **Sweet Clover Farms Subdivision:**

Deputy Chief Durfee informed the Board that the site registration was performed by Colby Hansen with Grant County Septic Design. An upgraded plot plan has been forwarded to the Grant County Planning Department.

## **District Secretary/HR/Financial Report:**

The March checks were verified against the cover sheet submitted; vendor names/amounts were verified by Department Secretary Yelena Volkov.

District Secretary Stucky received the February financial statements; all have been reviewed and reported that all funds are in balance.

District Secretary Stucky informed the Board that the audit for year- end 2020, 2021 and 2022 continues.

District Secretary Stucky informed the Board that during the review of the employee contracts, the Auditor recommended updating one contract. The District Secretary's contract will need to be updated to an annual salary instead of the current verbiage which was pay period. The pay period has changed a number of times at the county level and updating the salary to an annual salary will then bring it into line with the other contracts. The benefit section will also need to be updated.

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With that, District Secretary Stucky will make the recommended changes and after Brian Snure (district attorney) has reviewed and approved, the contract will be updated.

## **Personnel:**

Presented to the Board:

Kyle Stoney Resident

It was **moved/seconded (RZCY/all concurring) to accept the candidates pending physical/standard background/verification. Motion carried.**

## **UNFINISHED BUSINESS:**

### **City of Quincy Contract:**

Deputy Chief Durfee informed the Board that the contract is on the City agenda for April 16, 2024.

### **Rescue Bid Update:**

Deputy Chief Durfee informed the Board that review of the two bids that were received has been completed. He and Mechanic Stucky reviewed all of the documents. The information was also shared with the apparatus committee.

Upon review, one bid did not have all the documents completed and Deputy Chief Durfee contact the district attorney for guidance/recommendation. Attorney Brian Snure informed him that a bid can be accepted/awarded with minor irregularities.

The Bids received:

Hughes Fire Equipment:(Oregon)	\$332,249.00 (no WSST included)
Build days:	610 -885
Payment:	300 days after delivery
Deep South Fire Trucks: (Alabama)	\$301,560.00 (no WSST included)
Build days:	365-400
Payment:	Upon delivery

Deputy Chief Durfee's (with consensus of Mechanic Stucky and apparatus committee) recommendation to the Board is to award the bid to Deep South Fire Truck.

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As the board had no additional discussion/changes/correction, it was **moved/seconded (RZ/CY/all concurring) to award the rescue bid to Deep South Fire Trucks. Motion carried.**

Deputy Chief Durfee will contact Deep South.

## NEW BUSINESS:

### **EMS Levy Renewal: Resolution 24-04-01**

District Secretary Stucky and Deputy Chief Durfee have both reviewed the resolution which was composed by attorney Brian Snure for election date August 6, 2024.

District Secretary Stucky also presented the Grant County Election Guidelines manual to the Board.

After review of the resolution and as the board had no additional discussion/changes/correction, it was **moved/seconded (RZ/CY/all concurring) to execute Resolution 24-04-01. Motion carried.**

District Secretary will deliver the resolution to the County.

### **Fish and Wildlife Contract:**

Deputy Chief Durfee informed the Board that the district received the new Fish and Wildlife Contract. Deputy Chief Durfee has reviewed the contract and recommended that the Board approve.

After review of the contract and as the board had no additional discussion/changes/correction, it was **moved/seconded (RZ/CY/all concurring) to execute the Fish and Wildlife Contract. Motion carried.**

### **Lauzier Grant:**

Deputy Chief Durfee informed the Board that the Lauzier grant has been submitted. The grant would be for fire prevention.

Deputy Chief Durfee discussed the potential of future grants that may be on the horizon and a benefit to the District. Commissioner approval for application of grants is required, and as timing to apply for a grant may not align with a commissioner meeting. Deputy Chief Durfee requested that the Board allow submittal for grants that do not require a financial participation by the District. The Board recognized the issues on timeliness, and it was

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**moved/seconded(RZ/CY/all concurring) to authorize the Chief and Deputy Chief to submit for grants that do not require financial participation from the District. Motion Carried.**

The Board indicated that other grants that become available and have financial participation requirements, be presented to the Board prior to submittal.

## EXECUTIVE SESSION

Chairman Child requested an executive session pursuant to RCW 42.30.110 (G) to review the performance of an employee. The executive sessions will be for 25 minutes until 10:20 a.m. Those in attendance for session will be: Chairman Child, Commissioner Yeates, Commissioner Zolman, Deputy Chief Durfee, District Secretary Stucky and Carmen Weber.

Having no further business, it was **moved/seconded (CY/RZall concurring) to adjourn the meeting at 10:20 a.m. Motion carried.**

By Chairman:

By Secretary:

Next regular scheduled meeting will be conducted at the Main Station:

## REGULAR COMMISSIONER MEETING

May 8, 2024

TIME: 9:30 AM